

Instructional Faculty Consortium Committee Meeting (IFCC)

MINUTES

10/14/11

9:30 AM- 11:30 AM

CENTRAL GA TECH, MACON, GA

PROGRAM	Design and Media Production Technology
FACILITATOR	Brian McDaniel
SECRETARY	Jill Mash
ATTENDEES	Nikki Stubbs, Atlanta Tech Larry Nix, Lanier Tech Brian McDaniel, Central GA Tech Margie Willbanks, Southern Crescent Tech Jill Mash, Albany Tech Sherrie Rowe, Augusta Tech Jason Dixon, Augusta Tech Adam Hart, Chattahoochee Tech

Agenda Topics

[AGENDA TOPIC 1] BRIAN MCDANIEL

DISCUSSION	Call to order at 9:30 am and welcome all attendees. Barbara James was not able to attend, so Brian McDaniel, Chair, led the meeting.		
CONCLUSIONS			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	
None			

[AGENDA TOPIC 2] BRIAN MCDANIEL

DISCUSSION	<p>Pre-reqs/Co-reqs Adam said that his college followed the pre/co-reqs as listed in the program standards, and were not willing to deviate. Members discussed this issue and recommended that the DMPT 1000 pre-req for DMPT 1005 and DMPT 1010 be removed. Each college can then add it at a local level as they find appropriate.</p> <p>Adam also requested clarification of what a co-req is. He was told that if there are co-reqs listed, they MUST be taken together. The rest of the group has the understanding that a co-req means they CAN be taken together, but are not required to be taken at the same time.</p>		
CONCLUSIONS	<p>Barbara will need to change this in KMS- remove DMPT 1000 pre-req for DMPT 1005 & DMPT 1010.</p> <p>Barbara will provide clarification of whether co-reqs MUST be taken at the same or CAN be taken at the same time.</p>		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	
Remove DMPT 1000 pre-req for DMPT 1005 & DMPT 1010	Barbara James	Nov. 1, 2011	
Clarify co-requisites	Barbara James	Nov. 1, 2011	

[AGENDA TOPIC 3]

[TIME ALLOTTED]

BRIAN MCDANIEL

DISCUSSION	<p>Course loads/course rotation Members discussed how many courses are offered each semester, and the sequence that they are offered. General consensus was that each college has different entry points and offer different specializations, so they course offerings and rotation will vary.</p> <p>Some colleges are requiring a minimum of 10-12 students for a class to "make", which has proven challenging for some instructors.</p>	
CONCLUSIONS	Overall concern is whether or not students will maintain full-time status each semester.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
None		

[AGENDA TOPIC 4]

[TIME ALLOTTED]

BRIAN MCDANIEL

DISCUSSION	<p>Course updates/book lists Members discussed courses and concluded that we will need to get through at least one full year of teaching the new curriculum before changes can be suggested.</p> <p>Members discussed book choices and offered to share course materials.</p> <p>Adam said Chat Tech will be requiring students to purchase a subscription to Lynda.com for tutorials as a substitute for textbooks.</p> <p>Brian told everyone about Certiport, which offers a licensing fee to take ACE certification exams. He will forward information to the listserv.</p>	
CONCLUSIONS	Members will email course content to Brian for upload to a server.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Email course content to Brian	ALL	ASAP

DISCUSSION	<p>Syllabi/Course schedules Members shared syllabi, and concluded that they vary by college, depending on local policies and procedures. Syllabi can be shared on server also.</p> <p>Brian told the group about Joomla and WordPress for the Web Interface Design courses. He will provide information to those colleges that offer this specialization on how it will benefit their students.</p> <p>Brian recommended Optimal Resume, and server software that allows students to create a resume/portfolio that is stored on the network and is searchable by employers. This would give students a free way to promote themselves when applying for jobs. He also recommended indeed.com and career.com as sites for job searches.</p>
CONCLUSIONS	Share syllabi and course materials with group.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Email syllabi to Brian	ALL	ASAP

COMMENTS / SPECIAL NOTES RESOURCE PERSONS SPECIAL NOTES	
MEETING ADJOURNED	10/14/11 11:25 am
MINUTES SUBMITTED BY:	Jill Mash, Albany Technical College